



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT
SDLF Gold-Level of Governance



President – Bill Mayer • Vice-President – Bill Pease • Director – Kevin Graves • Director – Robert Leete • Director – Bryon Gutow

**NOTICE OF THE REGULAR MEETING
OF THE PARKS AND RECREATION COMMITTEE
OF THE TOWN OF DISCOVERY BAY
Wednesday, September 4, 2019
STANDING PARKS AND RECREATION COMMITTEE REGULAR
MEETING 4:30 P.M. – 5:30 P.M.
Community Center
1601 Discovery Bay Boulevard, Discovery Bay, California
Website address: www.todb.ca.gov**

Parks and Recreation Committee Board Members

*Chair Kevin Graves
Vice-Chair Bryon Gutow*

A. ROLL CALL

1. Call business meeting to order 4:30 P.M.
2. Roll Call.

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

During Public Comments, the public may address the Committee on any issue within the District's jurisdiction which is not on the Agenda. The public may comment on any item on the Agenda at the time the item is before the Committee for consideration by filling out a comment form. The public will be called to comment in the order the comment forms are received. Any person wishing to speak will have 3 minutes to make their comment. There will be no dialog between the Committee and the commenter as the law strictly limits the ability of Committee members to discuss matters not on the agenda. We ask that you refrain from personal attacks during comment, and that you address all comments to the Committee only. Any clarifying questions from the Committee must go through the Chair. Comments from the public do not necessarily reflect the view point of the Committee members.

C. DRAFT MINUTES TO BE APPROVED

1. May 1, 2019 Parks and Recreation DRAFT meeting minutes.

D. DISCUSSION ITEMS

1. Discussion Regarding Phase I of the Pool Design.
2. Discussion Regarding the Cornell Park Bathrooms.
3. Discussion Regarding the Electronic Message Board Landscaping.
4. Discussion Regarding Fee Waiver for Pickleball Tournament October 12-13, 2019 in the amount of \$100 and the Updated 2019 Public Event Calendar.
5. Discussion Regarding Prop 68 Update.
6. Discussion Regarding WW Grant Project.
7. Discussion Regarding Eagle Scout Project.
8. Discussion Regarding the 2019 River Otter's Season Update.

E. CORRESPONDENCE RECEIVED

1. Received – Letter regarding Ravenswood Baseball Field.

F. FUTURE DISCUSSION/AGENDA ITEMS

G. ADJOURNMENT

1. Adjourn to the next Standing Parks and Recreation Committee meeting at the Community Center located at 1601 Discovery Bay Boulevard.

"This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the American with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Town of Discovery Bay, at (925) 634-1131, during regular business hours, at least forty-eight hours prior to the time of the meeting."

"Materials related to an item on the Agenda submitted to the Town of Discovery Bay after distribution of the agenda packet are available for public inspection in the District Office located at 1800 Willow Lake Road during normal business hours."



TOWN OF DISCOVERY BAY

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President – Bill Mayer • Vice-President – Bill Pease • Director – Kevin Graves • Director – Robert Leete • Director – Bryon Gutow

**MINUTES OF THE REGULAR MEETING
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OF THE TOWN OF DISCOVERY BAY
Wednesday, May 1, 2019
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Parks and Recreation Committee Board Members

*Chair Kevin Graves
Vice-Chair Bryon Gutow*

A. ROLL CALL

1. Call business meeting to order 4:30 P.M. – By Chair Graves.
2. Roll Call – All Present.

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

Public Comment Regarding:

- April 29, 2019 Finance Committee meeting; zone configuration.
- The original contract for the Community Center Pool refurbishment and the possibility of if a larger pool is built.
- Budget information; Wastewater Treatment Plant, borrowing and bonds for if a larger pool is built.

C. DRAFT MINUTES TO BE APPROVED

1. April 17, 2019 Parks and Recreation DRAFT meeting minutes – Approved.

D. DISCUSSION ITEMS

1. Review, Discussion and Recommendation Regarding Pool Design Company Proposals.
General Manager Davies – Provided the details regarding 3 pool design company proposals; if a larger pool is built. The design companies are Arch, Pac, Aquatics, Aquatic Design Group, and Terracon. Staff completed research and provided the details of each pool design company.
Parks and Landscape Manager Miller – Provided additional details regarding work related to each pool design company. There was discussion regarding the design company work related to permitting and costs.
General Manager Davies – Stated Staff's recommendation to the Parks and Recreation Committee is for Terracon to be chosen as the Pool Design Company to perform the design of the Community Center Pool; if a larger pool is built. There was discussion regarding design issues and the additional cost.

Public Comment Regarding:

- Time period for permitting and completion of the pool design if a larger pool is built.
- The money spent on if a larger pool is built.

Chair Graves – Stated that the Parks and Recreation Committee was asked by the Board to come up with a recommended proposal to the Board for the design of a larger pool. There was discussion regarding the pool design proposals.

Chair Graves – Stated the recommendation to the Board is to propose that Terracon be the design company considered for design of a pool if there is a larger pool built.

2. Summer Activities Guide Update

Recreation Programs Supervisor Kaiser – Provided an update regarding the Summer Activities Guide which includes all of the classes and events. The guide will arrive in the mail next Wednesday or Thursday and registration will open for summer activities.

3. Paws on Parade Event Update

Recreation Programs Supervisor Kaiser – Provided the highlights regarding the Paws on Parade Event. There was discussion regarding the money earned, great event, and thanked everyone who participated in the event.

Public Comment Regarding:

- Costumes for the Dogs.
- Publish refurbishment of the Dog Park on our Website.

There was discussion regarding the Dog Park refurbishment to be placed in the Press.

E. FUTURE DISCUSSION/AGENDA ITEMS

None.

F. ADJOURNMENT

1. The meeting adjourned at 5:00 p.m. to the next Standing Parks and Recreation Committee meeting at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 05-03-19

<http://www.todb.ca.gov/agendas-minutes>

DRAFT



Town of Discovery Bay

"A Community Services District"
Parks and Recreation Committee
STAFF REPORT

Meeting Date

September 4, 2019

Prepared By: Mac Kaiser, Recreation Programs Supervisor
Submitted By: Michael R Davies, General Manager

MRD

Agenda Title

Approve Fee Waiver for Pickleball Tournament October 12-13, 2019 in the amount of \$100 and the Updated 2019 Public Event Calendar.

Recommended Action

Approve Fee Waiver for Pickleball Tournament October 12-13, 2019 in the amount of \$100 and the Updated 2019 Public Event Calendar.

Executive Summary

Pursuant to "Park & Facility Usage & Rental Policy" No.13, park usage fees may "...be waived or modified on a case-by-case basis by the General Manager, or designee upon the finding of public interest; and any such modification (including modification to fees) shall be summarized on the next available board agenda."

A two-day Pickleball Tournament conducted by the Discovery Bay Recreation and Sports, Inc. will be held October 12-13, 2019 at Cornell Park in an effort to raise funds towards the conversion of the tennis courts into Pickleball courts. Because these funds will ultimately be used for park improvements, staff is recommending waiver of the \$100 rental fee.

Staff has also updated the 2019 Public Event Calendar for Board approval.

Fiscal Impact:

Amount Requested

Sufficient Budgeted Funds Available?: (If no, see attached fiscal analysis)

Prog/Fund # Category:

Previous Relevant Board Actions for This Item

Attachments

2019 Public Event Calendar REV.

AGENDA ITEM: D-4

2019 Parks and Recreation Public Event Calendar - revised 9/4/2019

2019 Event Dates	Times	Location	Event Title	Event Description	Approximate Attendance Numbers	Event Sponsors	Vendors on site	Food on site	Alcohol on site	Town/County Licenses Required	Fees Charged/Waived
March 2	9-4PM	Cornell Park	Pony Jamboree	Pony Seasonal Opening Scrimmage Games	100+	Brentwood Pony	No	No	No	TODB Facility Permit	Fees Charged
April 20	8-12PM	DBCC	Easter Egg Hunt	DB Lions Club Easter Egg Hunt	500+	DB Lions Club	No	No	No	TODB Facility Permit	Fees Waived
April 27	8AM-12PM	DBCC	Pet's on Parade	Family friendly event for dogs	100-200	Town & DB Lions Joint Event	Yes	No	No	TOBD Facility Permit CCC Health permit	Fees Waived/Lions to donate net proceeds back for dog park specific improvements
May 8	3:00-9:00PM	DBCC	Food Truck Round-Up	Family friendly event. "Off the Grid" style event featuring a variety of unique/gourmet dinner trucks, live music and vendor booths.	200-400	Discovery Bay Chamber of Commerce	Yes	Yes	Yes	TODB Facility Permit CCC Health permit ABC License ECCFPD Event Permit	Fees Charged
May	8AM-4PM	Cornell Park	Fund Raising Pickleball Tournament	Pickleball Tournament to raise funding for Tennis Court conversion	75-150	Discovery Bay Pickleball Club	No	No	No	TODB Facility Permit	Fees Waived
June 1	8AM-11PM	DBCC	Summer Jam Concert in the Park	Family friendly event featuring live music, food and alcohol in partnership with the DB Lions Club.	500-1,000	Town & DB Lions Joint Event	Yes	Yes	Yes	TODB Facility Permit CCC Health Permit ABC License	Fees Waived/Lions to donate 50% of net proceeds back to Town for specific Park/Facility project
June 12	3:00-9:00PM	DBCC	Food Truck Round-Up	Family friendly event. "Off the Grid" style event featuring a variety of unique/gourmet dinner trucks, live music and vendor booths.	200-400	Discovery Bay Chamber of Commerce	Yes	Yes	Yes	TODB Facility Permit CCC Health permit ABC License ECCFPD Event Permit	Fees Charged
June 14	6:30-10:30PM	DBCC	Friday Night Movie in the Park	Family friendly movies on the event lawn at the Community Center	50-75	Town Event	No	Yes	No	CCC Health Permit Movie Licensing	N/A Town Event
June 21	7PM-10PM	DBCC	Friday Night Movie in the Park	Family friendly evening swim and music under the stars	50-75	Town Event	No	No	No	TODB Facility Permit	N/A Town Event
June 26	3:00PM-6:00PM	DBCC	Library Program	Family friendly event with a focus on childrens entertainment	30-75	Town & CCC Library	No	No	No	TODB Facility Permit	Fees Waived
July 10	3:00-9:00PM	DBCC	Food Truck Round-Up	Family friendly event. "Off the Grid" style event featuring a variety of unique/gourmet dinner trucks, live music and vendor booths.	200-400	Discovery Bay Chamber of Commerce	Yes	Yes	Yes	TODB Facility Permit CCC Health permit ABC License ECCFPD Event Permit	Fees Charged
July	6:30-10:30PM	DBCC	Friday Night Movie in the Park	Family friendly movies on the event lawn at the Community Center	50-75	Town Event	No	Yes	No	CCC Health Permit Movie Licensing	N/A Town Event

2019 Parks and Recreation Public Event Calendar - revised 9/4/2019

2019 Event Dates	Times	Location	Event Title	Event Description	Approximate Attendance Numbers	Event Sponsors	Vendors on site	Food on site	Alcohol on site	Town/County Licenses Required	Fees Charged/Waived
July 15-19	8:30-3:30PM	DBCC	R.A.D. Program	This is a free Contra Costa County Sheriff's program for children ages 5-7 years that provides education on personal safety.	20-40	CCC Sheriff	No	No	No	TODB Facility Permit	Fees Waived
August	6:30-10:30PM	DBCC	Friday Night Movie in the Park	Family friendly movies on the event lawn at the Community Center	50-75	Town Event	No	Yes	No	CCC Health Permit Movie Licensing	N/A Town Event
September	8AM-8PM	DBCC	Car Show	Classic, Hot Rod, Motorcycle Car show, food/beer, and vendors	300-400	DB Lions	Yes	Yes	Yes	TODB Facility Permit CCC Health Permit ABC License	Fees Charged
September 21	8:00AM - 8:00PM	DBCC	Summer Jam	Kids zone, possible car show, business vendors, food vendors, concert and petting zoo. Alcohol Sales	500-1,000	DB Lions	Yes	Yes	Yes	TPDB Facility Permit CCC Health Permit ABC Permit ECCFPD	N/A Town Event
October 12-13	8AM-4PM	Cornell Park	Fund Raising Pickleball Tournament	Pickleball Tournament to raise funding for Tennis Court conversion	75-100	Discovery Bay Pickleball Club	No	No	No	TODB Facility Permit	Fees Waived
October 12-13	1PM to 10AM	Cornell Park	Discovery Bay Community Sci-Fi Campout for Youth	Family friendly event focused on an overnight Campout	500	Delta Sun Times/Odyssey of the Mind	No	Yes	No	TODB Facility Permit - Separate Conditions apply	Fees Waived
October 23	3:00PM-6:00PM	DBCC	Library Program	Family friendly event with a focus on childrens entertainment	30-50	Town & CCC Library	No	No	No	TODB Facility Permit	Fees Waived
December	TBD	DBCC	Holiday Parade & Breakfast with Santa	Judging, Breakfast with Santa, vendors for event located in the CC parking lot	1000+	Delta Sun Times/DB Lions/ Chamber of Commerce Joint Event	Yes	Yes	No	TODB Facility Permit CCC Health Permit ECCFPD Event Permit	Fees Waived for use of parking lot only

Dear city council

My name is Andy Balistreri. I'm 8 years old, and I love Baseball. I live on Keats Ct. A lot of my friends that live by me like to play baseball too. I think it would be Awesome if we had a baseball diamond or backstop at the park by my house, Ravenswood Park. I would love to help make this happen. Please let me know what I can do. Thank you for your time. You can email my mom mbalistreri85@gmail.com

TownOfDiscoveryNY US
Received
MAY 21 2019

Sincerely,
andy Balistreri

(mbalistreri85@gmail.com)
925-437-1093